



CPO Announcement

DATE: Nov. 21, 2025

TO: Agency CPOs, P-card administrators and cardholders

FROM: Office of Management and Enterprise Services

SUBJECT: Updated State Use Procurement Schedule

CONTACT: [Cristi Cole](#), State Use Program administrator

The new version of the [State Use Procurement Schedule](#), updated November 2025, is now in effect.

Summary of changes:

1. The "Suitable to Procure" designation has been eliminated.
2. All items on the updated State Use Procurement Schedule are mandatory for purchases at a zero-dollar threshold.

For exceptions, please complete [Form CP138](#), located in the [CP Library](#). Attach quotes from all parties as well as written proof of communication with the State Use supplier to confirm or deny the availability of the requested product or a comparable alternative. Email the completed request as a single PDF to sureports@omes.ok.gov.

State Use exceptions will be considered based on the following criteria:

- Cost savings of at least 20%.
- Improved delivery time for a critical need.
- Improved quality.